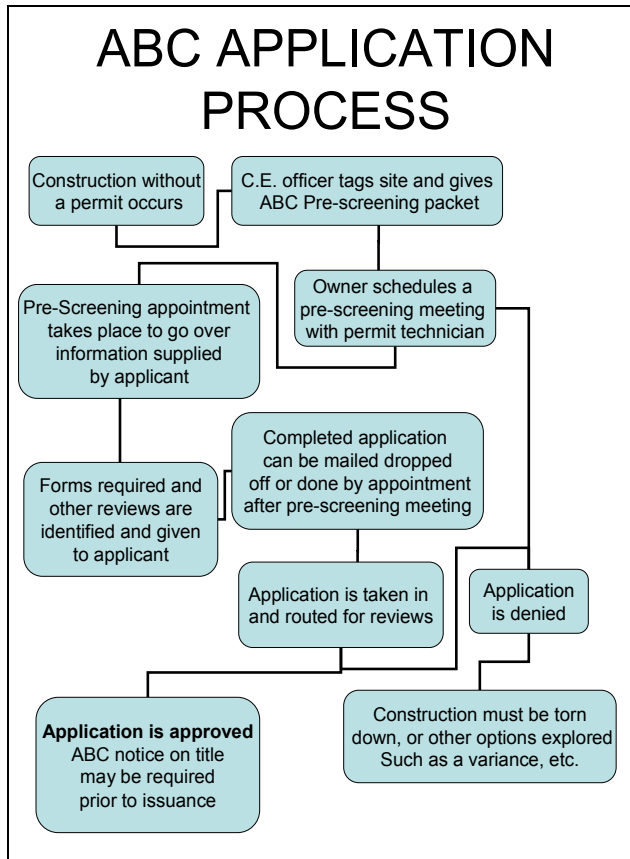


The ABC (Already Built Construction) Permit

So I need a permit, what is the next step?



THE PROCESS

When construction has occurred without the benefit of some or all of the permits required, there are three options a person can use to obtain a permit or resolve the concerns and problems. This process applies to property currently located in unincorporated King County. **Construction that has occurred without benefit of a permit is subject to double permit fees. A deposit of \$500 will be required at the time of your pre-screening meeting.**

Option 1 - The applicant or property owner can choose to remove the construction or work

that occurred without a permit and return the site to its preconstruction state. (See DDES customer information bulletin # 3 - Demolition permits.)

Option 2 - If construction is in process and if the applicant can meet all current codes then a permit is applied for and processed through the usual application and review process. (See customer information bulletins # 7 & 9 for residential or # 5 & 8 for commercial permits.)

Option 3 - If construction has already occurred, you can choose to use the ABC (Already Built Construction) Process.

Q: I do need the ABC permit, so what's next?

Additional information about Option 3

This ABC Process will assist applicants in obtaining the necessary permits where construction has occurred without first obtaining a building permit where required by the King County Code. During this process you will work with the staff at the Department of Development and Environmental Services (DDES) Building Services Division (BSD) to determine what the requirements will be to obtain a permit. This will include what will be required to bring the structure into compliance with fire, life and safety requirements. There may be instances where a permit cannot be granted, in such cases; option 1 above must be followed. This process is designed to help in resolution of existing violations but may not solve all of them.

The steps that need to occur in this process are:

1. Obtain an Already Built Construction (ABC)-pre-screening meeting request form.
2. Fill out the questionnaire as completely as possible.
3. Submit 1 copy of the completed pre-screening worksheet, a site plan drawn to engineer scale on letter or legal size paper, pictures (inside

and out of building/structure), any additional information that will assist in screening your project (i.e., Heath approval and/or application, building plans and any correspondence from this department) and **a deposit of \$500 will be required.** The deposit will cover time spent at the pre-screening meeting and if there is a credit, that credit will be applied to permit submittal.

4. Once the above forms have been completed you will need to schedule your pre-screening meeting. At the time of your pre-screening meeting, your pre-screening request will be put into our computer system and given a pre-screening number.
5. At the pre-screening meeting you will be meeting with a Plans Examination Engineer, Permit Review Coordinator, Code Enforcement Officer and other staff as necessary. You will receive an ABC permit submittal checklist. On that list will be items needed to make a complete ABC permit application to submit.
6. You may either drop off the items needed to make application or you can make an appointment to submit the application by calling 206-296-6797.
7. Once you submit a complete application, a permit application number will be given. The permit will then be routed for the necessary reviews to begin.
8. Once your permit has been reviewed you will be given a Notice of Conditional Permit Issuance that will need to be recorded with the King County Office of Records and Elections on the property prior to permit issuance.
9. When you come in to pick up your building permit you will need to bring a recorded copy of the Notice of Conditional Permit Issuance. You may also need to bring any other items noted on the permit approval notice.
10. Once the permit has been issued you will need to call and schedule an inspection.

Q: How much will it cost?

A: The **deposit of \$500** is made at the time of the pre-screening meeting and counts toward the permit fees. The pre-screening meeting is charged at the current DDES hourly rate** for each staff member involved. At the time of permit submittal, any credit from the pre-screening meeting will be applied to your permit application.

The fees for the permit itself will be based on the fee ordinance in effect at the time of permit application. Usual charges include base fees, plan review, site review and inspection fees.

Construction that has occurred without benefit of a permit is subject to double permit fees. This process does not eliminate the double fee. Fee Waiver Request Forms are available and each is reviewed and acted on in accordance with existing ordinances and policies.

Q: What codes will apply?

A: After a complete permit application has been submitted, DDES will begin review of your application. Your permit application may be reviewed to the code requirements in effect at the time of permit application. However, DDES may consider whether modifications to applicable codes are warranted due to the age of the construction. Modifications to current code requirements will be considered only if they do not lessen any fire-protection requirements or degree of structural integrity and environmental review is dependent of the degree of environmental impacts presented by the project.

Q: If I have an open code enforcement case, how does it relate to the ABC process?

Any correspondence that you receive from the ABC Permit Review Coordinator is also sent to the code enforcement office to be included in your file. Code enforcement staff will coordinate enforcement activity with the ABC Permit Review Coordinator to encourage your efforts to obtain the necessary permits.

****DDES fees are based on the latest fee ordinance adopted by the King County Council and are subject to change. As of June 1, 2007, the DDES standard hourly rate is \$140/hour.**

*****IF YOU HAVE AN OPEN CODE ENFORCEMENT CASE, THE PRE-APPLICATION MEETING DOES NOT SUPERCEDE THE TIMEFRAMES THAT CODE ENFORCEMENT MAY HAVE PLACED UPON YOU TO SUBMIT A COMPLETE ABC APPLICATION.*****

Still have questions or don't know where to look for more information?

Check the DDES Web site at www.kingcounty.gov/permits for customer information bulletins and other DDES publications.

For pre-screening appointments, call 206-296-6797.

For general property information questions, call DDES customer service at 206-296-6600.

If you have read the pertinent bulletins and questions remain about the ABC process, contact Lisa Walker at 206-296-7086.

The ABC Permit Application Process

Essential information to help the ABC permit process run smoothly



King County

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Department of Development and Environmental Services

Building Services Division

**For alternative formats,
call 206-296-6600.**